

SCHOOL DIRECTORS CONFERENCE

AGENDA

TIME	AGENDA ITEM
8:30AM	INTRODUCTORY REMARKS (ATTORNEY GENERAL)
8:45AM	CJ STANDARDS MANDATED SESSION (CJSD STAFF)
10:30AM	BREAK
10:45AM	FACILITATION SKILLS (JON BLUM)
11:30AM	LUNCH- ON YOUR OWN
1:00PM	ELECTRONIC RECORDS STORAGE (LEN CONDRY)
1:45PM	BREAK
2:00PM	SHERIFFS' STANDARDS MANDATED SESSION (SSD)
2:45PM	BREAK
3:00PM	NC JUSTICE ACADEMY UPDATES

NORTH CAROLINA



OFFICE
of the
ATTORNEY GENERAL

DEPARTMENT OF JUSTICE

2016 School Director Conference

CRIMINAL JUSTICE MANDATED SESSION AGENDA

- 1. NEW INSTRUCTOR
CERTIFICATION PROCESS**
- 2. SMI/INSTRUCTOR ISSUES**
- 3. EXAM ISSUES**
- 4. MILITARY BLET/ CRIMINAL
HISTORY**
- 5. QUESTION & ANSWER**



NEW INSTRUCTOR CERTIFICATION PROCESS

- TRAINING
- PROBATIONARY CERTIFICATION
- GENERAL CERTIFICATION
- CONTINUING EDUCATION

TRAINING

- **12 NCAC 09B .0302 GENERAL INSTRUCTOR CERTIFICATION**
- (A) GENERAL INSTRUCTOR CERTIFICATION ISSUED AFTER DECEMBER 31, 1984 SHALL BE LIMITED TO THOSE TOPICS THAT ARE NOT EXPRESSLY INCORPORATED UNDER THE SPECIALIZED INSTRUCTOR CERTIFICATION CATEGORY. INDIVIDUALS CERTIFIED UNDER THE GENERAL INSTRUCTOR CATEGORY SHALL NOT TEACH ANY OF THE SUBJECTS SPECIFIED IN RULE .0304 OF THIS SUBCHAPTER, ENTITLED "SPECIALIZED INSTRUCTOR CERTIFICATION." TO QUALIFY FOR ISSUANCE OF GENERAL INSTRUCTOR CERTIFICATION, AN APPLICANT SHALL DEMONSTRATE A COMBINATION OF EDUCATION AND EXPERIENCE IN CRIMINAL JUSTICE AND PROFICIENCY IN THE INSTRUCTIONAL PROCESS TO THE SATISFACTION OF THE COMMISSION. ~~THE APPLICANT SHALL MEET THE FOLLOWING REQUIREMENTS FOR GENERAL INSTRUCTOR CERTIFICATION:~~ PROCESS BY MEETING THE FOLLOWING REQUIREMENTS:
 - (1) PRESENT DOCUMENTARY EVIDENCE SHOWING THAT THE APPLICANT:
 - (A) IS A HIGH SCHOOL, COLLEGE OR UNIVERSITY GRADUATE, OR HAS RECEIVED A HIGH SCHOOL EQUIVALENCY CREDENTIAL AS RECOGNIZED BY THE ISSUING STATE; AND
 - (B) HAS ACQUIRED FOUR YEARS OF PRACTICAL EXPERIENCE AS A ~~CRIMINAL JUSTICE OFFICER~~ CRIMINAL JUSTICE OFFICER, ~~OR AS AN ADMINISTRATOR OR SPECIALIST IN A FIELD DIRECTLY RELATED TO THE CRIMINAL JUSTICE SYSTEM.~~ SYSTEM, OR AS AN EMPLOYEE OF A CRIMINAL JUSTICE AGENCY.

PROBATIONARY CERT.

- INSTRUCTOR TRAINING COURSE
- PASS STATE EXAM
- APPLY (F-12A); SD/ISTC
ENDORSEMENT
- 8 HOURS OF **EVALUATED** TRAINING IN
12 MONTHS
- APPLY FOR GENERAL CERT.

GENERAL CERT.

- APPLY (F-12)
- ANNUAL 1-HR. REFRESHER (NCJA) – **CALENDAR YR.**
- MISS THE 1-HOUR?
- DELIVER 8 EVALUATED HRS. AND DO 1-HR. REFRESHER WITHIN 60 DAYS. OR:
- STEP ONE (*REPEAT INSTRUCTOR TRAINING*)

SPECIALIZED INSTRUCTORS

- MUST COMPLETE ANNUAL 1-HR. REFRESHER AND:
- DELIVER 12 EVALUATED HRS. IN SPECIALTY WITHIN 3 YRS.
- PROOF OF PROFICIENCY (FIREARMS AND PHYSICAL FITNESS)

SMI/INSTRUCTOR ISSUES

PAPERWORK CONSIDERATIONS, ISSUES, AND TIMELINES

SMI REPORTS

- SMI-PRE-DELIVERY-
SUBMITTED NO
LATER THAN 30
DAYS PRIOR TO
COMMENCEMENT OF
COURSE DELIVERY
{12 NCAC 9B
.0202(D)(2)}.
- SMI-POST-DELIVERY-
SUBMITTED NO
LATER THAN 10
DAYS AFTER THE
CONCLUSION OF
THE COURSE
DELIVERY {12 NCAC
9B .0202(D) (4)}.

INSTRUCTOR RENEWAL

(COMMON ISSUES)

F-12 AND F-12(A)

GENERAL INSTRUCTOR

- NOT SIGNED BY INSTRUCTOR.
- NOT SIGNED BY ISCT OR SD.
- ON F-12 FOR PROBATIONARY CERTIFICATION, NO CERTIFICATE OF COURSE COMPLETION ATTACHED.
- COURSE INSTRUCTED FROM LAST THREE YEAR RENEWAL CYCLE.

SPECIALIZED INSTRUCTOR

- NO CPR CARD ATTACHED.
- CPR CERTIFICATION EXPIRED.
- ON F-12, NO CERTIFICATE OF COURSE COMPLETION ATTACHED.
- HAS NOT INSTRUCTED 12 HOURS IN EACH SPECIALTY.

OTHER ISSUES AND REMINDERS:

- **LEGIBILITY**
- **PROFESSIONAL LECTURER INITIAL APPLICATION-**
ALONG WITH DOCUMENTATION OF PROFESSIONAL
CERTIFICATION, MUST BE ACCOMPANIED BY
INFORMATION THAT DESCRIBES THE APPLICANT'S
EXPECTED PARTICIPATION, TOPICAL AREAS,
DUTIES, AND RESPONSIBILITIES IN A DELIVERY OF
COMMISSION-CERTIFIED TRAINING CONDUCTED BY
THE SCHOOL; AND DESCRIBE THE ATTRIBUTES
SHOWING THE APPLICANT TO BE A BENEFICIAL
CONTRIBUTOR TO THE DELIVERY OR PRESENTATION
IN A COMMISSION-CERTIFICATION TRAINING
PROGRAM (**12 NCAC 09B .0306**).

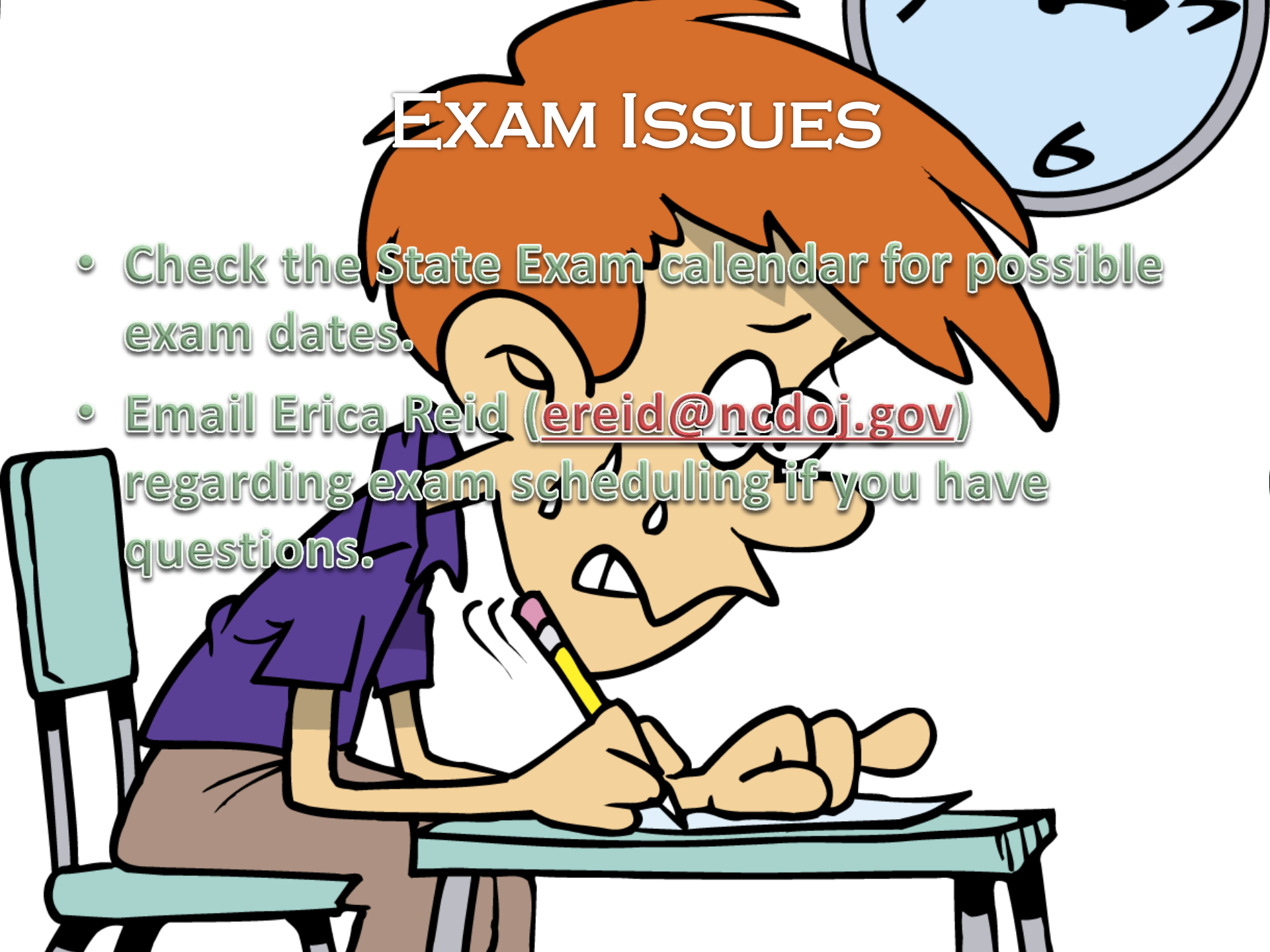
REMINDERS

- **REMEMBER:** FOR SMI COURSES, THE INSTRUCTOR MUST BE CERTIFIED (AND CURRENT) IN THE TYPE CLASS HE/SHE IS INSTRUCTING **AND** IF ASSISTING IN THE MOTOR SKILLS SECTION MUST BE CERTIFIED IN THE APPROPRIATE AREA BEING EVALUATED (I.E.: RADAR, LIDAR AND/OR TIME DISTANCE).
- **REMEMBER:** ONLY INSTRUCTIONAL HOURS DELIVERED DURING COMMISSION ACCREDITED AND COMMISSION-RECOGNIZED IN-SERVICE TRAINING COURSES PURSUANT TO **12 NCAC 09B .303 AND .0305** MAY BE CREDITED TOWARD THE RENEWAL OF INSTRUCTOR OR PROFESSIONAL LECTURER CERTIFICATION.

BOB OVERTON
INSTRUCTOR/SMI
ADMINISTRATOR
ROVERTON@NCDOJ.GOV
919-779-8212

EXAM ISSUES

- Check the State Exam calendar for possible exam dates.
- Email Erica Reid (ereid@ncdoj.gov) regarding exam scheduling if you have questions.



BLET ENROLLMENT STANDARDS OVERVIEW

EDUCATIONAL REQUIREMENTS

- HIGH SCHOOL DIPLOMA
- DIPLOMA EARNED THROUGH CORRESPONDENCE ENROLLMENT NOT RECOGNIZED
- HIGH SCHOOL EQUIVALENCY

OR

- COLLEGE OR UNIVERSITY DIPLOMA

EDUCATIONAL REQUIREMENTS

- COPY OF ORIGINAL DIPLOMA
- CERTIFIED COPY OF TRANSCRIPT
- COPY OF EQUIVALENCY TEST RESULTS

PROOF OF CITIZENSHIP

- COPY OF BIRTH CERTIFICATE
- NATURALIZATION DOCUMENTATION
- STATE DEPARTMENT – BORN ABROAD DOCUMENTATION

CLASS B MISDEMEANOR

- AN ACT COMMITTED OR OMITTED IN VIOLATION OF ANY COMMON LAW, CRIMINAL STATUTE, OR CRIMINAL TRAFFIC CODE OF THIS STATE AS SET FORTH IN THE CLASS B MISDEMEANOR MANUAL AS PUBLISHED BY THE NC DEPARTMENT OF JUSTICE.

WHAT IS CONSIDERED A CONVICTION?

- A PLEA OF GUILTY
- A VERDICT OR FINDING OF GUILT BY A JURY, JUDGE, MAGISTRATE, OR OTHER DULY CONSTITUTED ESTABLISHED ADJUDICATING BODY, TRIBUNAL, OR OFFICIAL, EITHER CIVILIAN OR MILITARY; OR
- A PLEA OF NO CONTEST, NOLO CONTENDERE, OR THE EQUIVALENT.
INCLUDES PRAYER FOR JUDGMENT

WHAT IS “COMMISSION OF AN OFFENSE?”

- A FINDING BY THE CRIMINAL JUSTICE/SHERIFFS’ COMMISSION OR AN ADMINISTRATIVE BODY, PURSUANT TO THE PROVISIONS OF CHAPTER 150B OF THE GENERAL STATUTES THAT A PERSON PERFORMED THE ACTS NECESSARY TO SATISFY THE ELEMENTS OF A SPECIFIED CRIMINAL OFFENSE.

MILITARY RECORDS

- DD 214
- LOOK FOR TYPE OF DISCHARGE
 - BAD CONDUCT
 - DISHONORABLE



BASIC LAW ENFORCEMENT TRAINING

BLET

PRE-DELIVERY REPORT

CRIMINAL JUSTICE STANDARDS DIVISION Student Course Completion Record (Rev. 4/12)

Student _____ Last 4 Digits SSN _____
 First Middle Last
 DOB _____ Agency/Sponsor _____
 Trainee Status: ☐ Full Time BLET ☐ Partial Enrollee ☐ Make-Up Work Only ☐ In-Service Firearms
 SCHOOL ID# _____ School/Academy _____
 Number of Hours: _____ Course Type: **BASIC LAW ENFORCEMENT TRAINING**
 Successful Completion: ☐ YES ☐ NO Student Termination Date: _____
 Deficiencies: 1. _____ 2. _____
 State Exam Date: _____ First Time State Exam Score: ☐ Pass ☐ Fail
 Unit Re-Exam Date: _____ Second Time State Exam Score: ☐ Pass ☐ Fail
 Make-Up Work Complete ☐ Yes ☐ No Name of School/Academy _____

**Please place numeric score in block adjacent to each topic*

LEGAL UNIT		INVESTIGATION UNIT		
Unit Score _____	Re-exam Score _____	Unit Score _____	Re-Exam Score _____	
Motor Vehicle Laws		Fingerprinting & Photographing Arrestee		
Preparing for Court and Testifying in Court		Field Note-taking and Report Writing		
Elements of Criminal Law		Criminal Investigation		
Juvenile Laws & Procedures		Interviews: Field and In-Custody		
Arrest, Search and Seizure/Constitutional Law		Controlled Substances		
ABC Laws & Procedures		Human Trafficking		
PATROL DUTIES UNIT		PRACTICAL APPLICATION UNIT		*
Unit Score _____	Re-Exam Score _____	Unit Score _____	Re-Exam Score _____	
Techniques of Traffic Law Enforcement		First Responder		
Explosives & Hazardous Material Emergencies		Firearms		
Traffic Accident Investigation		Law Enforcement Driver Training		
In-Custody Transportation		Physical Agility		
Crowd Management		Subject Control Arrest Techniques		
Patrol Techniques		SHERIFF SPECIFIC UNIT		
		Unit Score _____	Re-Exam Score _____	
Law Enforcement Radio Procedures and Information Systems		Civil Process		
Rapid Deployment		Sheriffs' Responsibilities: Detention Duties		
Anti-Terrorism		Sheriffs' Responsibilities: Court Duties		
LAW ENFORCEMENT COMMUNICATION UNIT		* Practical Skills: Pass/Fail		
Unit Score _____	Re-Exam Score _____			
Dealing with Victims and the Public				
Domestic Violence Response				
Ethics for Professional Law Enforcement				
Individuals with Mental Illness and Mental Retardation				
Crime Prevention Techniques				
Communication Skills for Law Enforcement Officers				

This document represents student performance, as well as topics completed.

Deputy Director-Criminal Justice Standards Division

FIRST TIME BLET EXAM TOP PERFORMANCE

2015 TESTED UNDER 20 BLET CADETS				
SCHOOL NAME	COMPLETED COURSE	PASSED	FAILED	PASS RATE
DURHAM COUNTY SHERIFF'S OFFICE	12	12	0	100%
ISOTHERMAL COMMUNITY COLLEGE	17	17	0	100%
MAYLAND COMMUNITY COLLEGE	8	8	0	100%
MITCHELL COMMUNITY COLLEGE	14	14	0	100%
2015 TESTED UNDER 50 BLET CADETS				
SCHOOL NAME	COMPLETED COURSE	PASSED	FAILED	PASS RATE
RALEIGH POLICE ACADEMY	23	23	0	100%
ROCKINGHAM COMMUNITY COLLEGE	29	28	2	97%
SURRY COMMUNITY COLLEGE	35	34	1	97%
JOHNSTON COMMUNITY COLLEGE	26	25	1	96%
2015 TESTED OVER 50 BLET CADETS				
SCHOOL NAME	COMPLETED COURSE	PASSED	FAILED	PASS RATE
PITT COMMUNITY COLLEGE	58	52	6	90%
CHARLOTTE-MECKLENBURG POLICE ACADEMY	84	72	12	86%
FORSYTH TECHNICAL COMMUNITY COLLEGE	60	51	9	85%

TEST RESULTS ARE FOR 2015 CALENDAR YEAR ONLY.

POPAT FAILURE RATE

JULY 2015-MAY 2016

Number of Males Tested	Number of Males Failed	Number of Females Tested	Number of Females Failed
991	7	191	11